

Of 501
 25 Aug 68 459
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15 Aug 68
Memorandum

MEMORANDUM FOR : Director of Personnel

THROUGH : Director of Finance

SUBJECT : Extension of Retirement Date, [redacted]

25X

25X1

1. This memorandum recommends an extension of the retirement date for [redacted] from 31 October 1970 to 31 December 1970.

25X1

2. [redacted] was initially advised that she would be expected to retire in December 1970 upon completion of 30 years of service. Subsequently, in line with the amendment to the Civil Service Retirement Act, she was advised that she would be expected to retire in October 1970 when she will reach age 60.

25X1

3. Your memorandum of 24 June 1968 to [redacted] reaffirms the Agency's current retirement policy for employees under the Civil Service Retirement Act and requests advice on whether or not an extension will be requested. [redacted] wants to extend her retirement date to 31 December 1970 so that her lump sum annual leave payment will be paid in calendar year 1971. The reduction in income tax liability would represent a substantial saving and benefit to her.

25X

25X

4. As [redacted] has rendered long and faithful service, and her work performance is of the highest caliber, it is recommended that her request for an extension be approved.

LS

[redacted]
Director of Communications

25X

CONCURRENCE:

15
[redacted]
Director of Finance

15 Aug 1968
[redacted]
Date

[redacted]
Deputy Director for Support

[redacted]
Date

ILLEGIB

Approved For Release 2003/05/05 : CIA-RDP84-00780R002400030050-0

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TRANSMITTAL SLIP

DATE 20 Aug 68

TO: Mr. Cannonen via Mr. Boffy

ROOM NO.

BUILDING

REMARKS:

~~Request for 3 month extension -
until reaches age 62 -~~

~~Recommend concurrence -~~

RBN

FROM:

ROOM NO.

BUILDING

EXTENSION

FORM NO. 241
1 FEB 55REPLACES FORM 95-8
WHICH MAY BE USED.

(47)